

**RULES  
OF  
THE UNIVERSITY OF TENNESSEE AT CHATTANOOGA**

**CHAPTER 1720-2-1  
HONOR SYSTEM**

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**1720-2-1-.01 PURPOSE.**

- (1) The Honor Code is a means by which the student can maintain his/her own integrity and also be loyal to the community which has admitted him/her to membership. Any person duly registered for any course is a student in The University of Tennessee at Chattanooga and takes upon himself/herself the privileges and responsibilities of membership in this community. The Honor Code of the University is based upon the assumption that the student recognizes the fundamental importance of honesty in all his/her dealings within this community. The very nature of education makes it a cooperative enterprise between student and teacher and between student and student. Any act of dishonesty violates and weakens this relationship and lessens the value of the education the student is pursuing.
- (2) Honor Code Pledge. I pledge that I will neither give nor receive unauthorized aid on any test or assignment. I understand that plagiarism constitutes a serious instance of unauthorized aid. I further pledge that I will exert every effort to insure that the Honor Code is upheld by others and that I will actively support the establishment and continuance of a campus-wide climate of honor and integrity.

**Authority:** *Public Acts of Tennessee, 1839-1840, Chapter 98, Section 5 and Public Acts of Tennessee, 1807, Chapter 64. Administrative History:* Original rule filed September 15, 1976; effective October 15, 1976. Amendment filed August 22, 1980; effective December 1, 1980. Amendment filed August 30, 1981; effective November 30, 1981. Amendment filed August 31, 1982; effective November 15, 1982. Amendment filed October 16, 1984; effective January 14, 1985. Repeal and new rule filed May 27, 1986; effective August 12, 1986.

**1720-2-1-.02 JURISDICTION.**

- (1) All students become subject to the rules and regulations of the Honor Code upon registration at The University of Tennessee at Chattanooga.
- (2) The Honor code is violated by various types of misrepresentation or acts of dishonesty which bear on the academic evaluation of a student. The following are a few examples (not all inclusive) of violations of the Honor Code:
  - (a) Failure to adhere to Honor Code Pledge.
  - (b) Bringing unauthorized material into examination area.
  - (c) Making use of unauthorized assistance during an examination or in preparing a graded assignment.
  - (d) Incorporating words or ideas of another author in a research paper without giving credit to their source. (Please see appendix for a detailed statement of plagiarism.)

(Rule 1720-2-1-.02, continued)

- (e) Making unacknowledged use of another's computer program.
- (f) Cases involving aggravating circumstances, e.g., selling tests, answer keys or papers, will be considered serious violations.
- (g) Assisting in any act of dishonesty including, but not limited to, the above examples.
- (h) If an offense includes both an academic aspect (an Honor Code violation, e.g., cheating) and a social conduct violation (which is under the jurisdiction of the disciplinary dean and the Student Conduct Board, e.g. unauthorized entry), it should result in two separate hearings and the possibility of two separate penalties.

**Authority:** *Public Acts of Tennessee, 1839-1840, Chapter 98, Section 5 and Public Acts of Tennessee, 1807, Chapter 64. Administrative History:* Original rule filed September 15, 1976; effective October 15, 1976. Amendment filed August 31, 1982; effective November 15, 1982. Amendment filed October 16, 1984; effective January 14, 1985. Repeal and new rule filed May 27, 1986; effective August 12, 1986. Amendment filed June 18, 1996; effective October 28, 1996.

**1720-2-1-.03 STUDENT RIGHTS.** Any student accused of violating the Honor Code is guaranteed the right to a hearing either before the Honor Court or in accordance with the Uniform Administrative Procedures Act (Public Acts 1974, Chapter 725, T.C.A. §4-507, et seq.). The procedures of the Honor Court are described below. The Uniform Administrative Procedures Act provides the student the right to a hearing before an individual selected by the Chancellor. This individual submits to the Chancellor a recommendation for the disposition of the case. The responsibility for the final decision rests with the Chancellor. At either type of hearing the student has the right to confront his or her accuser and cross-examine witnesses.

**Authority:** *Public Acts of Tennessee, 1839-1840, Chapter 98, Section 5 and Public Acts of Tennessee, 1807, Chapter 64. Administrative History:* Original rule filed September 15, 1976; effective October 15, 1976. Amendment filed August 31, 1982; effective November 15, 1982. Repeal and new rule filed May 27, 1986; effective August 12, 1986.

**1720-2-1-.04 DUTIES AND POWERS.**

- (1) The Honor Court shall perform the following:
  - (a) Decide the question of guilt or innocence on suspected Honor Code violations.
  - (b) Serve as an advisory committee reporting to the Chancellor of the University, faculty, and SGA.
  - (c) Function as a study committee continually evaluating the nature and administration of the Honor Code.
  - (d) Recommend appropriate disciplinary action.

**Authority:** *Public Acts of Tennessee, 1839-1840, Chapter 98, Section 5 and Public Acts of Tennessee, 1807, Chapter 64. Administrative History:* Original rule filed September 15, 1976; effective October 15, 1976. Repeal and new rule filed May 27, 1986; effective August 12, 1986.

**1720-2-1-.05 COMPOSITION OF THE HONOR COURT.** The composition of the Honor Court shall consist of eight student members and four alternates (two appointed by the Faculty Council; two appointed by the President of the SGA, who shall assume office upon approval of the Senate; one appointed by the Office of Student Affairs; three appointed by the Senate [from outside the Senate]); and four faculty members or their alternates, who shall be appointed by the Faculty Council. The chair shall be one of the faculty members of the court and shall not vote. The Dean of Students shall serve as an ex-officio member of the Honor Court and shall not vote.

**Authority:** *Public Acts of Tennessee, 1839-1840, Chapter 98, Section 5 and Public Acts of Tennessee, 1807, Chapter 64. Administrative History:* Original rule filed September 15, 1976; effective October 15, 1976. Amendment filed August 31, 1982; effective November 15, 1982. Repeal and new rule filed May 27, 1986; effective August 12, 1986. Amendment filed November 22, 1993; effective March 30, 1994.

**1720-2-1-.06 PROCEDURES OF THE HONOR COURT.**

- (1) Both students and faculty may report suspected violations of the Honor Code to the chairman of the Honor Court. The chairman will provide a form on which these reports may be made. A student whose grade has been reduced because of a suspected violation of the Honor Code may also appeal to the Court. Upon receiving the report or appeal, the chairman will either schedule a hearing before the Honor Court or, at the discretion of the accused party, refer the case to the Chancellor for disposition in accordance with the Uniform Administrative Procedures Act. An Honor Court hearing will not be held, however, if the necessary witnesses, either students or faculty, are unwilling to appear.
- (2) An Honor court hearing requires a quorum of six voting members. One of the members of the Court will serve as secretary and record minutes for the hearing. At the discretion of the Chairman of the Honor Court, a recording of the hearing may be made. A copy of this record will be made available to the accused party upon payment of a reasonable fee for transcription. No record is kept of the deliberation of the Honor Court which follows the hearing, except for a record of any votes that may be taken.
- (3) Hearings of the Honor Court are closed to all except witnesses, the accused, the person bringing the accusation, and members of the Court.
- (4) Members of the Honor Court who are relatives or close personal acquaintances of the accused party will excuse themselves from the hearing.
- (5) At the beginning of the hearing the chair will read the report of the suspected violation. The accused party has the right to state his or her position and to present a written statement. The accused party, the accuser, and the Court may call or question witnesses. All persons except members of the Honor Court and its adviser will be dismissed before the Court begins its deliberation. A verdict of guilty and recommended penalty must be supported by a majority of the members of the Court who are present and voting. The accused party will be asked to return at the conclusion of the deliberation for the announcement of the decision of the Court. If the accused is found to have violated the Honor Code, he or she will be advised of the right of appeal to the Chancellor.
- (6) Both the accused party and the party reporting the suspected violations will be notified in writing by the Chairman of the Honor Court of the decision of the court. Written notification will also be sent to the Chancellor and the Dean of Students.

**Authority:** *Public Acts of Tennessee, 1839-1840, Chapter 98, Section 5 and Public Acts of Tennessee, 1807, Chapter 64. Administrative History:* Original rule filed September 15, 1976; effective October 15, 1976. Amendment filed August 31, 1982; effective November 15, 1982. Repeal and new rule filed May 27, 1986; effective August 12, 1986.

**1720-2-1-.07 FAILURE TO APPEAR.**

- (1) If at the formal hearing of the case the student defendant or his or her representative fails either to appear or to provide the hearing officer with adequate prior notice of reasonable excuse for not appearing, the case will be disposed of in manner that is deemed just.
- (2) If at a formal hearing of a student defendants case the plaintiff either fails to appear or provide adequate prior notice of a reasonable excuse for not appearing, the case shall be dismissed for failure to prosecute, upon proper motion by the student defendant.
- (3) A case either decided by or dismissed under the provisions of (1) or (2) above may be reopened if:
  - (a) The absent party presents sufficient excuse within five days following such decision or dismissal; and
  - (b) The excuse is found reasonable by the hearing officer.

**Authority:** *Public Acts of Tennessee, 1839-1840, Chapter 98, Section 5 and Public Acts of Tennessee, 1807, Chapter 64. Administrative History:* Original rule filed November 22, 1993; effective March 30, 1994.

**1720-2-1-.08 HONOR COURT PENALTIES.**

- (1) If a student is found guilty of violating the Honor Code for the first time, normally the court will place the student on disciplinary probation for one year, and will recommend to the instructor that the student be given a grade of "F" in the course. In very serious cases the court may recommend suspension or dismissal for a first offense. In very unusual situations, where circumstances warrant, the Court may recommend a lesser penalty.
- (2) If a student is found guilty of a second offense, the Court will recommend to the instructor that the student will be given a grade of "F" in the course and will recommend to the Chancellor that the student be suspended from the University for the subsequent fall or spring semester. In the case of a student who will graduate at the end of the current semester, the Court will recommend that graduation be delayed until the end of the semester during which the suspension is in effect. In very serious cases the Court may recommend dismissal for a second offense.
- (3) If a student is found guilty of third violation of the Honor Code, the Court will recommend to the instructor that the student be given a grade of "F" in the course and will recommend to the Chancellor that the student be dismissed from the University. If a student who would otherwise graduate at the end of the current semester is dismissed, he or she will not be allowed to graduate.
- (4) Any attempt to withdraw from the course or the University, prior to an Honor Court Hearing, shall not exempt the student from the penalties imposed by the court. The student will be reinstated in the course/University if necessary.
- (5) The student newspaper, the University ECHO will be asked to publish every semester a summary of the Honor Court actions (number of cases and their dispositions) but without names.

**Authority:** *Public Acts of Tennessee, 1839-1840, Chapter 98, Section 5 and Public Acts of Tennessee, 1807, Chapter 64. Administrative History:* Original rule filed September 15, 1976; effective October 15, 1976. Amendment filed August 31, 1982; effective November 15, 1982. Amendment filed October 16, 1984; effective January 14, 1985. Repeal and new rule filed May 27, 1986; effective August 12, 1986. (Formerly 1720-2-1-.07) Amendment filed June 18, 1996; effective October 28, 1996.

**1720-2-1-.09 APPEALS.** The Chancellor will serve as the appeals officer for both the accused party and person reporting the violation. Recommendations for suspension or dismissal may not be appealed to the Petitions Committee. Appeals to the Chancellor must be made in writing within five (5) business days of receiving written notification of the decision of the Court.

**Authority:** *Public Acts of Tennessee, 1839-1840, Chapter 98, Section 5 and Public Acts of Tennessee, 1807, Chapter 64. Administrative History:* Original rule filed September 15, 1976; effective October 15, 1976. Amendment filed August 31, 1982; effective November 15, 1982. Amendment filed October 16, 1984; effective January 14, 1985. Repeal and new rule filed May 27, 1986; effective August 12, 1986. (Formerly 1720-2-1-.08)

**1720-2-1-10 PLAGIARISM.**

- (1) To plagiarize means to take someone else's words and/or ideas (or patterns of ideas) and to present them to the reader as if they are yours. Plagiarism, then, is an act of stealing. It is also a stupid act because it doesn't help you learn, and it is a dangerous act because you can be severely punished for it.
- (2) You should be on guard against plagiarism at any time when writing a paper to be turned in. In some paper you write, you will be assigned to use only your own ideas and will probably not have to worry about plagiarism. At any time, however, that you read anything in preparation for a paper or consciously recall anything that you have read or heard, you must be prepared to provide documentation.
  - (a) Generally, when you use someone else's ideas and/or words, you will either quote that person directly or you will paraphrase or summarize that person's words. You must let the reader know which you are doing.
    1. If you quote the source directly, you must:
      - (i) Put quotation marks before and after that person's words;
      - (ii) Let the reader know the source by
        - (I) Putting a footnote number at the end of the quotation, or
        - (II) Putting at least the source's name in parentheses after the quotation marks.
    2. If you paraphrase (a paraphrase is about the same length as the original, but in different words) or if you summarize (a summary is a severely shortened version of the original), you must:
      - (i) Introduce the source in some manner at the beginning of the passage being paraphrased (or summarized) so that a reader can tell where your idea stops and other person's begins;
      - (ii) State the ideas taken from the source in your own words and your own arrangement. It is possible to plagiarize sentence patterns as well as exact words. A handy rule: If, in a paraphrase or summary, you use a stretch of more than three words in their exact order from a source, you should put those words into quotation marks;
      - (iii) Provide an exact source citation for the ideas paraphrased or summarized. This may be done either by footnote number at the end of the passages or by a parenthetical reference to the work and page(s). This citation provides credit to

(Rule 1720-2-1-.10, continued)

the author being used and allows the reader access to the material for further study.

3. You must also provide a footnote for any chart, graph, figure, table, summary, or other data taken directly from another source or any information derived from such materials.
- (3) When you are assigned a research paper or project, check with your instructor to determine what particular footnote style you should follow. If, at any time, you have questions or doubts as to whether or not you are plagiarizing, check with your instructor BEFORE you complete your paper.

**Authority:** *Public Acts of Tennessee, 1839-1840, Chapter 98, Section 5 and Public Acts of Tennessee, 1807, Chapter 64. Administrative History:* Original rule filed August 31, 1982; effective November 15, 1982. Repeal and new rule filed May 27, 1986; effective August 12, 1986. (Formerly 1720-2-1-.09)